

CITY OF SAN BRUNO



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STAFF

George D. Foscardo, AICP,
Community Development Director
Grant Wilson, AICP, *Associate Planner*
Aaron Aknin, AICP, *Associate Planner*
Pamela Thompson, *City Attorney*
Tanya Sullins, *Recording Secretary*

PLANNING COMMISSIONERS

Kevin Chase, *Chair*
Perry Petersen, *Vice-Chair*
Mary Lou Johnson
Bob Marshall Jr.
Joe Sammut
Robert Schindler
Mark Tobin

COMMUNITY DEVELOPMENT DEPARTMENT

PLANNING COMMISSION MINUTES

July 15, 2003
San Bruno Senior Center
1515 Crystal Springs Blvd.
7:00 P.M. to 9:00 P.M.

CALL TO ORDER at 7:00 p.m.

ROLL CALL

	<u>Present</u>	<u>Absent</u>
Chair Chase	X	
Vice Chair Petersen	X	
Commissioner Johnson	X	
Commissioner Marshall	X	
Commissioner Schindler		X
Commissioner Sammut	X	
Commissioner Tobin	X	

STAFF PRESENT:

Planning Division:	George Foscardo Aaron Aknin , Associate Planner Tanya Sullins , Planning Secretary
City Attorney's Office:	Pamela Thompson , City Attorney

Pledge of Allegiance

1. **Approval of Minutes** Commissioner Tobin/Commissioner Petersen
2. Communication N/A
3. Public Comment N/A

4. **155 Sylvan Avenue**

Request for a Use Permit, Parking Exception, and Minor Modification Permit for construction of a 1st and 2nd story addition, which would result in a greater than 50% expansion to the existing floor area, exceeds the .55 FAR guideline, proposes a 3' sideyard setback, proposes 47% lot coverage, and proposes a tandem two car garage, per Sections 12.200.030.B.1, 12.200.030.B.2, 12.120.010(A)(1), 12.120.010(B), and 12.200.080(C) of the San Bruno Zoning Ordinance. Jim Sancious (designer), Govind Sami (owner)

Associate Planner Aknin entered staff report. Staff recommends that the Planning Commission **approve** Use Permit 03-10, Minor Modification Permit 03-07, and Parking Exception 03-03 based on Findings of Fact (1-8) and Conditions of Approval (1-16).

Commissioner Marshall asked if a new door would make more sense to be put in the back.

Designer was present to answer questions. He said that the reason why the door was on the side, is because that is where it is currently to cut back on construction costs. Vice Chair Petersen asked if he approved of the conditions of approval. Designer stated that he did.

Associate Planner Aknin asked to have a condition added that would require the applicant to replace the driveway because it is in need of repair.

Public Hearing Opened

NA

Public Hearing Closed

Motion Petersen/Second Tobin to approve Use Permit 03-10, Minor Modification Permit 03-07, and Parking Exception 03-03 based on Findings of Fact (1-8) and Conditions of Approval (1-16).

VOTE:	6-0-0
AYES:	6
NOES:	0
ABSTAIN:	0

(Chair Chase advised of the 10-day appeal period.)

FINDINGS FOR APPROVAL

1. Proper notice of the public hearing was given by legal notice published in the San Bruno Herald, Saturday, July 5, 2003, and notices were mailed to property owners within 300 feet of the project site on July 3, 2003.
2. Noticing of the public hearing, conduct of said hearing, and an opportunity for all parties to present testimony was completed in accordance with the San Bruno Municipal Code, Article III, Zoning, Chapter 12.132.
3. The applicant has been notified, both verbally and in writing herein, of the City's provision for an administrative appeal of the Planning Commission's final action to the City Council as provided for in the San Bruno Municipal Code, Article III, Chapter 12.140.
4. The project is Categorically Exempt per the California Environmental Quality Act (CEQA) Guidelines Class 1, Section 15301: Minor expansion to an existing facility.
5. The general appearance of the proposed addition is in keeping with the character of the neighborhood and will not be detrimental to the adjacent real property because the design and materials will match the existing structure and the proportions of the house are similar to other houses in the neighborhood.
6. The proposed addition will not unreasonably restrict or interfere with light and air on the property and other properties in the neighborhood, will not hinder or discourage the appropriate development and use of land and buildings in the neighborhood, or impair the value thereof, and is consistent with the design and scale of the neighborhood.
7. The construction of the addition is consistent with the San Bruno General Plan, which designates the property for low-density residential purposes.

8. The off-street parking will be adequate for the residence.

CONDITIONS FOR APPROVAL

1. The applicant shall file a declaration of acceptance of the following conditions by submitting a signed copy of the Summary of Hearing to the Department of Planning and Building within 30 days of Planning Commission approval. Until such time as the Summary is filed, Use Permit 03-10, Minor Modification Permit 03-07, and Parking Exception 03-03 shall not be valid for any purpose. UP 03-10, MM 03-07, PE 03-03 shall expire one (1) year from the date of Planning Commission approval unless a building permit has been secured prior to the one (1) year date.
2. The request for a Use Permit for first and second story addition to an existing dwelling shall be built according to plans approved by the Planning Commission on July 15, 2003, labeled Exhibit A except as required to be modified by these Conditions of Approval. Any modification to the approved plans shall require prior approval by the Community Development Director.
3. The applicant shall obtain a City of San Bruno building permit before construction can proceed. The operation of any equipment or performance of any outside construction related to this project shall not exceed a noise level of 85 decibels (as measured at 100 feet) during the hours of 7:00 a.m. to 10:00 p.m. or exceed 60 decibels (as measured at 100 feet) from 10:00 p.m. to 7:00 a.m.
4. Prior to Final Inspection, all pertinent conditions of approval and all improvements shall be completed to the satisfaction of the City of San Bruno.
5. The residence and garage shall be used only as a single-family residential dwelling unit. No portion of the residence or garage shall be rented out as a secondary residential dwelling unit.
6. The garage shall be used for the storage of motor vehicles and shall not be used as habitable living space as defined in the Uniform Building Code. Failure to conform to this condition is grounds for code enforcement action, which may result in substantial code compliance costs to bring the garage back into conformance.
7. Address numbers must be at least four (4) inches in height, of a contrasting color to the background, and must be lighted during the hours of darkness.
8. All exterior materials and roofing materials shall match, and shall be consistent with colors submitted to the Planning Commission.
9. The accessory structure in the rear yard shall be removed prior to final building department approval.
10. Front, rear, and side yard shall be kept clean of debris. Prior to issuance of building permit, Staff shall inspect the site to ensure that it is completely clean and free of trash and debris.

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11. Install a sanitary sewer cleanout at the property line.
12. Storm water from new addition and garage roof downspouts and other on-site drainage shall be collected and drained to an underground storm water drainage system or through a curb drain to the gutter.
13. No fence or retaining wall shall be built within 2' from the back of the sidewalk.
14. Replace all broken or raised concrete in sidewalk or driveway approach.

15. Paint house number or curb near driveway approach.
16. Applicant must remove and replace existing driveway.

5. 2061 Willow Way

Request for a Use Permit for a single story addition, which would increase the existing floor area by more than 50% and where the 2nd story front plane would not be setback five feet further than the front setback of the first story, per Section 12.200.030.B.1 & 12.200.010(B)(2) of the San Bruno Zoning Ordinance. Sergio Galmanez (designer) -- Iris Vasquez (owner/applicant)

Associate Planner Aknin entered staff report. Staff recommends that the Planning Commission **approve** Use Permit 03-17 based on Findings of Fact (1-8) and Conditions of Approval (1-12).

Applicant and owner Ms. Vasquez was present to answer any questions. Vice Chair Petersen asked if she agreed with the conditions of approval. She stated that she did. She also submitted color samples for house. Vice Chair Petersen complimented the applicant on the improvements made from the previous Architectural Review meeting.

Public Hearing Opened
N/A

Public Hearing Closed

Motion Tobin /Second Johnson to **approve** Use Permit 03-17 based on Findings of Fact (1-8) and Conditions of Approval (1-12).

VOTE:	6-0-0
AYES:	6
NOES:	0
ABSTAIN:	0

(Chair Chase advised of the 10-day appeal period.)

FINDINGS FOR APPROVAL

1. Proper notice of the public hearing was given by legal notice published in the San Bruno Herald, Saturday, July 5, 2003, and notices were mailed to property owners within 300 feet of the project site on July 3, 2003.
2. Noticing of the public hearing, conduct of said hearing, and an opportunity for all parties to present testimony was completed in accordance with the San Bruno Municipal Code, Article III, Zoning, Chapter 12.132.
3. The applicant has been notified, both verbally and in writing herein, of the City's provision for an administrative appeal of the Planning Commission's final action to the City Council as provided for in the San Bruno Municipal Code, Article III, Chapter 12.140.
4. The project is Categorically Exempt per the California Environmental Quality Act (CEQA) Guidelines Class 1, Section 15301: Minor expansion to an existing facility.
5. The general appearance of the proposed addition is in keeping with the character of the neighborhood and will not be detrimental to the adjacent real property because the design and materials will match the existing structure and the proportions of the house are similar to other houses in the neighborhood.

6. The proposed addition will not unreasonably restrict or interfere with light and air on the property and other properties in the neighborhood, will not hinder or discourage the appropriate development and use of land and buildings in the neighborhood, or impair the value thereof, and is consistent with the design and scale of the neighborhood.
7. The construction of the addition is consistent with the San Bruno General Plan, which designates the property for low-density residential purposes.
8. The off-street parking will be adequate for the residence.

CONDITIONS FOR APPROVAL

1. The applicant shall file a declaration of acceptance of the following conditions by submitting a signed copy of the Summary of Hearing to the Department of Planning and Building within 30 days of Planning Commission approval. Until such time as the Summary is filed, Use Permit 03-17 shall not be valid for any purpose. UP 03-10 shall expire one (1) year from the date of Planning Commission approval unless a building permit has been secured prior to the one (1) year date.
2. The request for a Use Permit for first and second story addition to an existing dwelling shall be built according to plans approved by the Planning Commission on July 5, 2003, labeled Exhibit A except as required to be modified by these Conditions of Approval. Any modification to the approved plans shall require prior approval by the Community Development Director.
3. The applicant shall obtain a City of San Bruno building permit before construction can proceed. The operation of any equipment or performance of any outside construction related to this project shall not exceed a noise level of 85 decibels (as measured at 100 feet) during the hours of 7:00 a.m. to 10:00 p.m. or exceed 60 decibels (as measured at 100 feet) from 10:00 p.m. to 7:00 a.m.
4. Prior to Final Inspection, all pertinent conditions of approval and all improvements shall be completed to the satisfaction of the City of San Bruno.
5. The residence and garage shall be used only as a single-family residential dwelling unit. No portion of the residence or garage shall be rented out as a secondary residential dwelling unit.
6. The garage shall be used for the storage of motor vehicles and shall not be used as habitable living space as defined in the Uniform Building Code. Failure to conform to this condition is grounds for code enforcement action, which may result in substantial code compliance costs to bring the garage back into conformance.
7. Address numbers must be at least four (4) inches in height, of a contrasting color to the background, and must be lighted during the hours of darkness.
8. All exterior materials and roofing materials shall match, and shall be consistent with colors submitted to the Planning Commission.

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9. Install a sanitary sewer cleanout at the property line.
10. Storm water from new addition and garage roof downspouts and other on-site drainage shall be collected and drained to an underground storm water drainage system or through a curb drain to the gutter.
11. No fence or retaining wall shall be built within 4.5' from the back of the sidewalk.

12. There shall be no fence that exceeds 6' in height located on the subject property.

6. 130 Elmwood Court

Request for a Use Permit for a 1st and 2nd story addition, which would increase the existing floor area by more than 50%, would exceed the .55 floor area ratio guideline, and would exceed 2,800 sq. ft. with only two covered spaces, per Section 12.200.030.B.1, 12.200.030.B.2, 12.200.080(A)(3) of the San Bruno Zoning Ordinance. Eric & Anne-Marie Jimenez (applicant & owner)

Planning Intern Bologna requested that the Planning Commission continue this application to the August 19, 2003 Planning Commission. The applicant is not prepared.

Public Hearing Opened

N/A

Public Hearing Closed

Motion Johnson /Second Petersen to continue this application to the August 19, 2003 Planning Commission meeting.

VOTE:	6-0-0
AYES:	4
NOES:	0
ABSTAIN:	0

7. 3220 Longview Drive

Request for a Use Permit for a 1,179 square foot addition, which would increase the existing floor area by more than 50%; per Section 12.200.030.B.1 of the San Bruno Zoning Ordinance; Mr. and Mrs. Michael Anderson, owners; Ken Ibarra, architect.

Associate Planner Aknin entered staff report. Staff recommends that the Planning Commission **approve** Use Permit 03-20 based on Findings of Fact (1-8) and Conditions of Approval (1-11).

Applicant Mr. Anderson was present to answer questions. Vice Chair Petersen asked if applicant agreed with the conditions of approval. Applicant stated that he did.

Public Hearing Opened

N/A

Public Hearing Closed

Motion Petersen/Second Marshall to approve Use Permit 03-20 based on Findings of Fact (1-8) and Conditions of Approval (1-11).

VOTE:	6-0-0
AYES:	6
NOES:	0
ABSTAIN:	0

(Chair Chase advised of the 10-day appeal period.)

FINDINGS FOR APPROVAL

1. Proper notice of the public hearing was given by legal notice published in the San Bruno Herald, Saturday, July 5, 2003, and notices were mailed to property owners within 300 feet of the project site on July 3, 2003.

2. Noticing of the public hearing, conduct of said hearing, and an opportunity for all parties to present testimony was completed in accordance with the San Bruno Municipal Code, Article III, Zoning, Chapter 12.132.
3. The applicant has been notified, both verbally and in writing herein, of the City's provision for an administrative appeal of the Planning Commission's final action to the City Council as provided for in the San Bruno Municipal Code, Article III, Chapter 12.140.
4. The project is Categorically Exempt per the California Environmental Quality Act (CEQA) Guidelines Class 1, Section 15301: Minor expansion to an existing facility.
5. The general appearance of the proposed addition is in keeping with the character of the neighborhood and will not be detrimental to the adjacent real property because the design and materials will match the existing structure and the proportions of the house are similar to other houses in the neighborhood.
6. The proposed addition will not unreasonably restrict or interfere with light and air on the property and other properties in the neighborhood, will not hinder or discourage the appropriate development and use of land and buildings in the neighborhood, or impair the value thereof, and is consistent with the design and scale of the neighborhood.
7. The construction of the addition is consistent with the San Bruno General Plan, which designates the property for low-density residential purposes.
8. The off-street parking will be adequate for the residence as determined by the off-street parking requirements in the zoning ordinance.

CONDITIONS FOR APPROVAL

1. The applicant shall file a declaration of acceptance of the following conditions by submitting a signed copy of the Summary of Hearing to the Department of Planning and Building within 30 days of Planning Commission approval. Until such time as the Summary is filed, Use Permit 03-20 shall not be valid for any purpose. Use Permit 03-20 shall expire one (1) year from the date of Planning Commission approval unless a building permit has been secured prior to the one (1) year date.
2. The request for a Use Permit for an addition to an existing dwelling shall be built according to plans approved by the Planning Commission on July 15, 2003, except as required to be modified by these Conditions of Approval. Any modification to the approved plans shall require prior approval by the Community Development Director.
3. The applicant shall obtain a City of San Bruno building permit before construction can proceed. The operation of any equipment or performance of any outside construction related to this project shall not exceed a noise level of 85 decibels (as measured at 100 feet) during the hours of 7:00 a.m. to 10:00 p.m. or exceed 60 decibels (as measured at 100 feet) from 10:00 p.m. to 7:00 a.m.
4. Prior to Final Inspection, all pertinent conditions of approval and all improvements shall be completed to the satisfaction of the City of San Bruno.
5. The residence and garage shall be used only as a single-family residential dwelling unit. No portion of the residence or garage shall be rented out as a secondary residential dwelling unit.
6. The garage shall be used for the storage of motor vehicles and shall not be used as habitable living space as defined in the Uniform Building Code. Failure to conform to this condition is

grounds for code enforcement action, which may result in substantial code compliance costs to bring the garage back into conformance.

7. Address numbers must be at least four (4) inches in height, of a contrasting color to the background, and must be lighted during the hours of darkness.
8. All exterior materials and roofing materials shall match, and shall be consistent with colors submitted to the Planning Commission.

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9. Install a sanitary sewer lateral cleanout at the property line per City standard.
10. Storm water from new addition and garage roof downspouts and other on-site drainage shall be collected and drained to an underground storm water drainage system or through a curb drain to the gutter.
11. No fence or retaining wall shall be built beyond property line.

8. 111 Acacia Avenue

Request for a Use Permit for an addition, which would exceed the .55 FAR guideline, per Sections 12.200.030.B.2 of the San Bruno Zoning Ordinance. Mark & Katherine Wilson (owner/applicant)

Planning Intern Bologna entered staff report. Staff recommends that the Planning Commission **approve** Use Permit 03-21 based on Findings of Fact (1-8) and Conditions of Approval (1-12).

Applicant Ms. Wilson was present to answer questions. She didn't have any color samples available, but will keep the colors the same as they currently are.

Public Hearing Opened

N/A

Public Hearing Closed

Motion Johnson/Second Tobin to approve Use Permit 03-21 based on Findings of Fact (1-8) and Conditions of Approval (1-12).

VOTE:	6-0-0
AYES:	6
NOES:	0
ABSTAIN:	0

(Chair Chase advised of the 10-day appeal period.)

FINDINGS FOR APPROVAL

1. Proper notice of the public hearing was given by legal notice published in the San Bruno Herald, Saturday, July 5, 2003, and notices were mailed to property owners within 300 feet of the project site on July 4, 2003.
2. Noticing of the public hearing, conduct of said hearing, and an opportunity for all parties to present testimony was completed in accordance with the San Bruno Municipal Code, Article III, Zoning, Chapter 12.132.
3. The applicant has been notified, both verbally and in writing herein, of the City's provision for an administrative appeal of the Planning Commission's final action to the City Council as provided for in the San Bruno Municipal Code, Article III, Chapter 12.140.

4. The project is Categorically Exempt per the California Environmental Quality Act (CEQA) Guidelines Class 1, Section 15301: Minor expansion to an existing facility.
5. The general appearance of the proposed addition is in keeping with the character of the neighborhood and will not be detrimental to the adjacent real property because the design and materials will match the existing structure and the proportions of the house are similar to other houses in the neighborhood.
6. The proposed addition will not unreasonably restrict or interfere with light and air on the property and other properties in the neighborhood, will not hinder or discourage the appropriate development and use of land and buildings in the neighborhood, or impair the value thereof, and is consistent with the design and scale of the neighborhood.
7. The construction of the addition is consistent with the San Bruno General Plan, which designates the property for low-density residential purposes.
8. The off-street parking will be adequate for the residence.

CONDITIONS FOR APPROVAL

1. The applicant shall file a declaration of acceptance of the following conditions by submitting a signed copy of the Summary of Hearing to the Department of Planning and Building within 30 days of Planning Commission approval. Until such time as the Summary is filed, Use Permit 03-21 shall not be valid for any purpose. Use Permit 03-21 shall expire one (1) year from the date of Planning Commission approval unless a building permit has been secured prior to the one (1) year date.
2. The request for a Use Permit for first -story addition to an existing dwelling shall be built according to plans approved by the Planning Commission on July 15, 2003, labeled Exhibit A except as required to be modified by these Conditions of Approval. Any modification to the approved plans shall require prior approval by the Community Development Director.
3. The applicant shall obtain a City of San Bruno building permit before construction can proceed. The operation of any equipment or performance of any outside construction related to this project shall not exceed a noise level of 85 decibels (as measured at 100 feet) during the hours of 7:00 a.m. to 10:00 p.m. or exceed 60 decibels (as measured at 100 feet) from 10:00 p.m. to 7:00 a.m.
4. Prior to Final Inspection, all pertinent conditions of approval and all improvements shall be completed to the satisfaction of the City of San Bruno.
5. The residence and garage shall be used only as a single-family residential dwelling unit. No portion of the residence or garage shall be rented out as a secondary residential dwelling unit.
6. The garage shall be used for the storage of motor vehicles and shall not be used as habitable living space as defined in the Uniform Building Code. Failure to conform to this condition is grounds for code enforcement action, which may result in substantial code compliance costs to bring the garage back into conformance.
7. Address numbers must be at least four (4) inches in height, of a contrasting color to the background, and must be lighted during the hours of darkness.
8. All exterior materials and roofing materials shall match.
9. Existing debris and construction equipment will be removed from the front and side yard prior to the issuance of a building permit.

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10. Any work in the City Right-of-Way which includes the sidewalk, street and driveway approach, requires an encroachment permit from the Public Works Department. Materials and debris shall not be stockpiled within the City right-of-way. The existing curb cut shall be removed and replaced with a new curb cut and the curb and gutter replaced where necessary.
11. Storm water from new addition downspouts and other on-site drainage shall be collected and drained to an underground storm water drainage system or through a curb drain to the gutter.
12. No fence or retaining wall shall be built within 3.5' from the back of the sidewalk.

9. 172 Elm Avenue

Request for an amendment to Use Permit 02-68 to allow a change in the proposed roof height and eave, per Sections 12.200.030.B.1 and 12.200.080.A.2 of the San Bruno Zoning Ordinance. Margarita Santillan (owner/applicant)

Commissioner Johnson asked why some of the neighbors didn't receive a copy of the plans. Associate Planner Akin stated that the plans are sent out as a courtesy, in addition to the legal notification. In error, the existing drawings were sent out instead of the proposed drawings. Commissioner Sammut asked why the request is for an amendment to allow a change in proposed roof height and eave, given that the existing roof height is in the plans. Associate Planner Akin stated that it should read for an amendment to change the appearance to the roof eave, from previously approved plans. Commissioner Johnson stated that the applicant indicated that she thought that it was a pitch roof, and it was a miscommunication between her architect and herself. Vice Chair Petersen asked if everyone within 300 feet were notified. Associate Planner Akin stated that there is a list handy for the neighbors to review, if they feel that they were not notified. Commissioner Tobin asked how the 300 feet are measured. Associate Planner Akin stated that it is measured from each corner of the property.

Public Hearing Opened

Owner Ms. Santillan (owner), and Designer, Mr. Dadafarin were present to answer questions. The commissioners reviewed the inconsistencies in the plans with the Designer, and let the designer know that everything that is being built needs to be reflected on the plans. Chair Chase requested the designer to submit one complete set of drawings that are accurate. Associate Planner Akin stated that staff is actually recommending continuation based on the errors on this set of plans. However he did state that the home was approved at 22.5 feet, and that is well below what the maximum height limit is, and the 30-foot setback that they have is 3 times what the required set back is in this neighborhood. Commissioner Sammut wanted to be sure that the ridgeline of the addition is at the approved height. Associate Planner Akin replied that the height is the same that was approved at the January 2003 Planning Commission meeting.

Nancy at 161 Poplar Avenue expressed her concerns with this addition. She stated that because of the drawings that were on the letter that went out to the neighbors in December 2002 were the wrong drawings and actually reflected the drawings from the existing home, and not the proposed addition, no one was at the January 7, 2003 meeting in opposition to this addition. She feels that this home does not fit the reasonable compatibility of the neighborhood, and would like to see the owner have their addition, but want it modified so that everyone comes out with a positive outcome.

Gary at 161 Poplar Avenue stated that in communities around the country, if there is an addition proposed, the owner or contractor has to put up a framework to indicate what would be the impact to the community, and would like the Planning Commission to think about this for future additions. Also he expressed his concern with parking in the neighborhood, and this addition is only going to have a 1-car garage.

Bob in regards to his mother's house at 169 Poplar Avenue is concerned with the large widow that looks right into his mother's house. He feels that the addition to this roofline is excessive. He feels that this doesn't meet 1520. It doesn't blend into the neighborhood from the back. Commissioner Johnson asked neighbor at 160 Poplar Avenue, if he feels that addition is too close. He replied that it is more how large the structure is, and because of the height, it looks like it is very close, and the size of the window looks right into his mother's house.

Erich at 175 Poplar Avenue feels that this addition is an invasion of privacy. Their backyard has a patio, which had privacy, and now with this addition he feels that his privacy is gone.

Anna at 167 Poplar Avenue is also concerned with the size of the window looking into her kitchen. She hopes that the owner will consider some sort of change in their plans so that everyone is happy.

Dina at 175 Poplar Avenue feels that the addition doesn't blend in to the neighborhood. Her major concern is also the lack of privacy.

Norma at 499 Oak Avenue (owner of 167 Poplar Avenue) feels that it is not fair to have their privacy invaded, and hopes that there will be a revision so that everyone is happy.

The owner submitted pictures to the Planning Commission as to her view from the large window that is everyone's concern.

The designer stated that when the project is completed it would blend in. He will propose to put trees in the backyard in order to accommodate the neighbors.

Public Hearing Closed

Commissioner Tobin agrees with some of the neighbors as to the size of the addition. He feels that Staff should meet with the neighbors and the architect and come to an agreement before it comes back to the Planning Commission. Commissioner Marshall suggested a hip roof could be added to the back of the house, and possibly a shorter window in the back.

Vice – Chair Petersen commended Staff on coming up with solutions to the problem. He asked staff if it is within their power to check the plans to be sure they are accurate, to reduce the frustration of the Commission. Associate Planner Aknin agreed with Commissioner Petersen, and stated that the plans would need to be brought into the office early. Community Development Director Foscardo also brought up that there are probably some things that could still go on this project so that it is not shut down for another month, but it would be at the owners' own risk in doing so.

Motion Tobin/Second Marshall to continue UP 02-68 to September 15, 2003 Planning Commission meeting, and have Staff meet with owner, designer and neighbors to come to an agreement. The suggestion of hip roof and smaller window is to be reviewed at that time.

VOTE:	5-1-0
AYES:	5
NOES:	1
ABSTAIN:	0

10. City Staff Discussion

ARC for August 14, 2003 (Tobin, Chase, Johnson)

Community Development Director Foscardo announced Associate Planner Aknin's being promoted to Associate Planner.

11. Planning Commission Discussion

Commissioner Tobin stated that the Draft General Plan will be finalized soon, and will be having an open house soon. Chair Chase asked what happened to the bylaws. City Attorney Thompson stated that they were approved, and would bring a copy to the commissioners. Vice Chair Petersen asked if the Council approved the parking under the freeway. Community Development Director Foscardo stated that the Council reviewed it and wanted to add more conditions in regards to the fence & landscaping.

Commissioner Tobin asked Community Development Director Foscardo about the Tanforan project. Community Development Director Foscardo stated that a letter went out to let them know they are in violation of their timeline, and Tanforan is anticipating that they will be in the office for building permits soon.

George Foscardo,
Secretary to the Planning Commission
City of San Bruno

Kevin Chase , Chairperson
Planning Commission
City of San Bruno

NEXT MEETING: August 19, 2003

GF/ts

Adjourned at: 9:00 p.m.